

### Option 3b:

### Cost

- Centralize OSPIC function under Administrative Director: ②
  - o Acquisition and maintenance of published material on EVOS.
  - o Provide public access, reference document distribution.
  - o Response, agency files, non-published data to State or Federal archive when final; will not be housed in EVOS Resource Collection.
  - o ~~Move non-EVOS material to established library.~~
  - o Networked at reduced level to provide nationwide access to EVOS information (includes interlibrary loan, cataloging, processing, etc.

### Consequences

- Complete EVOS collection.
- No research support.
- Public outreach/support provided.

Staff Option 3b: 138,000  
(2 professionals) X + \$75K (<sup>8</sup>\$10K network + \$65K librarian) ~~\$150,000~~

### Primary duties of the Center with respect to options 3a & 3b:

- Receive and direct to the appropriate person or agency request, questions, comments and suggestions.
- Provide library reference and referral services for EVOS materials.
- Provide reference and referral services for Administrative record materials.
- Code and track replies to specific requests for public comment.
- Mail Trustee Council agendas to appropriate parties.
- Write and issue press releases.
- Answer or direct inquirers from news media.
  
- Coordinate printing and distribution of relevant restoration documents.
- Maintain the official public record as it continues to develop.
- Provide copies of documents or other materials to members of the public.
- Assist in the development of educational programs and public services and opportunities.

# APPLIED MARINE SCIENCES, INC.

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January 28, 1992

Dr. David Gibbons  
Interim Director  
Restoration Team  
Simpson Building  
645 G Street  
Anchorage, Alaska 99501

Dear Dave,

In response to your request, enclosed is a scope of work, tasks and budget for Applied Marine Sciences (AMS) to provide peer reviewers for the completion of the *Exxon Valdez* damage assessment and for restoration studies. This assumes a contract of one year starting approximately March 1, 1992. This is based on my best estimate of what will probably be required over the next year. Special requests or an increased level of activity may require an amended scope of work and budget.

## Scope of Work

Applied Marine Sciences will contract with scientific experts to review study plans for restoration projects and for draft and final damage assessment reports. These reviewers will also be available to come to a limited number of meetings in Anchorage, Alaska. They will provide written reviews in a timely manner to the Chief Scientist and Restoration Team for their consideration. The activities of the Chief Scientist will not be covered by this contract.



## Tasks

1. Review of damage assessment draft and final reports. Generally two reviewers would be contracted to review each study. Reports would be sent from Anchorage to the reviewers by the support staff of the Restoration Team at the direction of AMS. Administrative personnel at AMS would track the timely completion of reviews and make them available for use by the Chief Scientist, Restoration Team and Principal Investigators.
2. Arrange for attendance of reviewers at review meetings. Most reviewers were projected to have 2 to 3 trips to Alaska for the next year. AMS would handle travel arrangements for those reviewers needing assistance and track all costs associated with travel.
3. AMS will track level of effort and costs for this contract and make monthly reports to the Restoration Team on the progress of the contract.
4. AMS will, at the direction of the legal team, maintain confidentiality of the information on damage assessment until such time as the data is made available to the public.

## Manpower

I have estimated that there are about 23 reviewers needed (see attached table). These represent the most productive and useful of the approximately 60 reviewers retained by the State and Federal Governments during the damage assessment phase. Unanticipated requests and needs for additional reviewers will be accommodated if possible within the existing budget. AMS will assign an efficient administrative assistant Barbara Forbes, to track all aspects of this contract. She will bill on an hourly basis. It is estimated that this task will require about 30 h/week of her time. Some time has been allotted to Dr. Andy Gunther to assist Barbara Forbes on any technical aspects of the contract. He too will bill only on an as-needed basis. It is estimated that his time will be only 7 hours a week.

In Table 1 are the list of experts proposed as peer reviewers in 1992, the number of estimated hours, the estimated labor cost for each reviewer, and the cost of travel. We have estimated travel on the basis of standard 4-d trips to Alaska from the Pacific northwest (\$1,430), elsewhere in the west (\$1,930) and from the east coast (\$2,230). These costs are based on full coach fare. We will attempt to obtain a better rates, partly by planning meetings far enough ahead of time to qualify for discounted fares

Table 1. Estimated peer review budget for 1992

Experts	Expertise	Est hours	Estimated cost	Travel	Total
Boesch	ecology	115	\$11,500	\$4,460	\$15,960
Eberhardt	population biology	100	\$10,000	\$1,430	\$11,430
Ford	killer whales	60	\$6,000	\$1,430	\$7,430
Heineman	birds, population models	200	\$20,000	\$3,860	\$23,860
Hunt	sea birds	120	\$12,000	\$3,860	\$15,860
Jarvis	ducks	120	\$12,000	\$3,860	\$15,860
Kocan	herring	120	\$12,000	\$4,290	\$16,290
Mundy	salmon	150	\$15,000	\$4,290	\$19,290
Peterson	intertidal ecology	280	\$28,000	\$8,920	\$36,920
Rebar	veterinarian	100	\$10,000	\$4,460	\$14,460
Robson	statistician	300	\$30,000	\$4,460	\$34,460
Rothschild	fish populations	40	\$4,000	\$2,230	\$6,230
Sharp	birds	400	\$40,000	\$3,860	\$43,860
Siniff	sea otters	100	\$10,000	\$2,230	\$12,230
McAllister	archeology	200	\$20,000	\$4,290	\$24,290
Hilborn	salmon	200	\$20,000	\$7,150	\$27,150
Fry	bird toxicology	150	\$15,000	\$3,860	\$18,860
Green	statistics	150	\$15,000	\$6,690	\$21,690
Bowden	statistics	125	\$12,500	\$4,460	\$16,960
Gardels	Geographic Inf. Systems	150	\$15,000	\$5,790	\$20,790
Roby	Bird restoration	120	\$12,000	\$4,460	\$16,460
unnamed	Toxicologist	300	\$30,000	\$4,460	\$34,460
unnamed	Habitat biologist	200	\$20,000	\$5,790	\$25,790
SUM		3800	\$380,000	\$100,590	\$480,590

In Table 2 is the total budget for the work AMS is proposing to do. We can provide information to substantiate our overhead rate, if necessary.



Table 2. Budget for administration of review for 1992

Personnel	hours/year	hourly wage	wages	overhead (85%)	Total
Barbara Forbes	1216	\$13.00	\$15,808	\$13,436.80	\$29,245
Dr. Andrew Gunther	310	\$23.08	\$7,155	\$6,081.58	\$13,236
Total personnel costs					\$42,481
Subcontracts					\$480,590
General and administrative overhead (4.36%)					\$22,806
Fee (8%)					\$43,670
<b>TOTAL</b>					<b>\$589,547</b>

I will be happy to answer any questions about this proposal. The cost for peer review by NRDA last year was over 2.2 million dollars.

Sincerely yours,



Robert B. Spies  
President

CC: Tim Steel

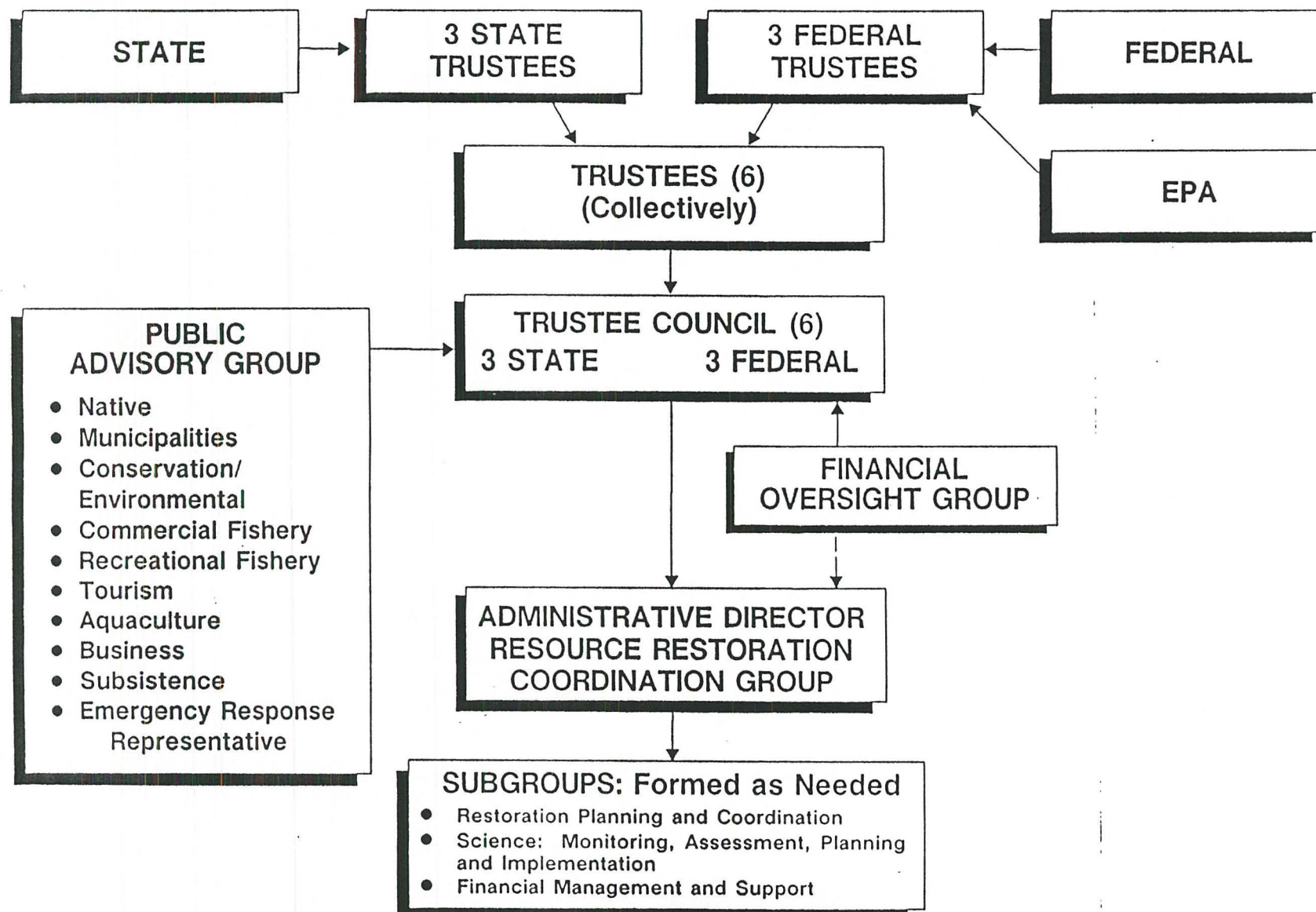
DRAFT

price \$147K)	130
o Public Outreach Specialist (CACI price \$59K)	55
o Public Resource Center - Space, utilities, phones, security, equipment rental and maintenance agreements, supplies, courier, postage, and other costs (These projected costs and space needs could change significantly depending upon how and where business is to be conducted)	179
o Travel for Public Meetings (10 communities 3 times/yr X \$25K each round)	<u>75</u>
Total Public Outreach (Less PAG)	\$504K
Subtotal Administrative Director	\$-----K
 <u>TOTAL ORGANIZATIONAL BUDGET</u>	 <u>\$-----K</u>

\* NOTE: THIS BUDGET DOES NOT INCLUDE AGENCY PROJECT ADMINISTRATIVE AND OVERHEAD COSTS.



## EVOS Functional Flow Chart



Public Resource Center

DRAFT

The Oil Spill Public Information Center (OSPIC) was established in 1990 at the request of the Washington Policy Group. It is time to revisit one last time the needs for a Public Resource Center (PRC). Four options are being presented with the preferred option being 3b. Inherent in each option is that the Administrative Record will be maintained by the Administrative Director and housed at the PRC.

Options

Option 1

Cost

- |   |   |         |
|---|---|---------|
| - | Published <sup>EVOS &amp; non-EVOS</sup> data in OSPIC transferred to established library:                    | ?       |
| - | Federal unpublished reports, incomplete or unanalyzed data stays in Federal agencies in Juneau and Anchorage: | No Cost |
| - | State unpublished reports, incomplete or unanalyzed data stays in State agencies in Juneau and Anchorage:     | No Cost |

Consequences

- No Centralized EVOS collection.
- No active acquisitions.
- Data not all QA/QC.
- Some duplication Federal/State.
- Public requests referred from PIO. <sup>Admin Director's staff</sup> and agencies and library.
- No data search assistance at agency.
- Only on-site access to data in agency.
- Premature materials not in archival stage - data still in active state.

Staff Option 1:

0



## Option 2

## Cost

- Published <sup>EVOS & non EVOS</sup> data in OSPIC transferred to established library: ?
- Federal unpublished reports, incomplete or unanalyzed data to Federal archive in Anchorage: No Cost  
(possible to have State and Federal combined in Federal archive)
- State unpublished reports, incomplete or unanalyzed data to State: No Cost  
(possible to have State and Federal combined in State archive)
- Archive in Juneau or UAF: No Cost

## Consequences

- No centralized EVOS collection.
- No active acquisitions.
- Data not all QA/QC.
- Some duplication Federal/State.
- Public request.
- No data search assistance at archive.
- Only on-site access to data in archive.
- Active materials will not be accepted in archives only complete data sets.

Staff Option 2:

0

**Option 3a:**

**Cost**

- Centralize OSPIC function under Administrative Director:
  - o Acquisition and maintenance of published material on EVOS.
  - o Provide public access, reference document distribution.
  - o Response, agency files, non-published data to State or Federal archive when final; will not be housed in EVOS Resource Collection.
  - o Move non-EVOS material to established library.

**Consequences**

- No network; there would be extremely limited offsite access of EVOS information.
- No complete EVOS collection (no data, unpublished information, etc.)
- Limited public access to EVOS reports.
- Complete set of EVOS material
- No research support.

**Staff Option 3a:**

\$75,000

One professional, supported by Public Information ~~Officer~~ *Specialist* within Administrative Director Support Staff.

**Primary duties of the Center with respect to options 1 & 2:**

- Receive and direct to the appropriate person or agency request, questions, comments and suggestions.
- Provide reference and referral services for Administrative record materials.
- Code and track replies to specific requests for public comment.
- Mail Trustee council agendas to appropriate parties.
- Write and issue press releases.
- Answer or direct inquiries from news media.
- Coordinate printing and distribution of relevant restoration documents.
- Maintain the official public record as it continues to develop.
- Assist in the development of educational programs and public services and opportunities (all).



Marty - what we are offering the Trustees is a decrease

Tim - what if the cost of keeping the collection in total is less than the cost of donating it?

Marty - the problem is the council is only going to deal with this one more time

Tim - we can keep the present material cheaper than we can send it out

Cordell - Martha doesn't want the unpublished material and incomplete databases

Dave - what are we going to do?

Tim - he suggested not updating the journals and not transferring the information

Dave - we should go down to OSPIC to get a feel for what is there; we keep revisiting these issues but we need to get something concrete for presentation; the price of the whole first floor is \$64,000

Dave - Martha will be called tomorrow to get an estimate on the cost of moving the collection

Ken - it should be noted that options 1 and 2 are duplications of staff effort displayed under the Administrative Director

Byron - his choice is option 3b with 1 person

Marty - this is not possible; you need one person to just do cataloging

Ken - professionals have said it takes someone full time to do this

Marty - the administrative staff is under-staffed already

Tim - he will work on the budget information tomorrow; there should be a good way to display costs

Marty - how can option 4 be presented?

Byron - what is the preferred option?

Cordell - are any of the costs not presented in 3b presented in the budget?

Dave - there is only 1.5 information specialists and 1 resource coordinator covered in the administrative director's budget; this

reflects 3a; the group agreed on 3b

Dave - we need to deal with Bob Spies' letter; we will start tomorrow at 9:00

Meeting adjourned at 5:30



1/25/92

AGENDA  
EXXON VALDEZ OIL SPILL SETTLEMENT  
TRUSTEE COUNCIL

DRAFT

Egan Civic & Conference Center  
555 W. 5th Avenue  
Anchorage, Alaska  
February 5-6, 1992  
11:00 am on 2/5/92

TRUSTEE COUNCIL MEMBERS:

Charles Cole, Attorney General  
State of Alaska

Michael A. Barton, Regional Forester  
USDA Forest Service

John Sandor, Commissioner  
Department of Environmental  
Conservation, State of Alaska

Steven Pennoyer, Regional Director  
National Oceanic & Atmospheric  
Administration

Carl Rosier, Commissioner  
Department of Fish and Game  
State of Alaska

Curtis McVee, Special Assistant  
to the Secretary for Alaska  
Department of the Interior

Opening Statements

1. Name Change for Resource Restoration Coordination Group
2. Chief Scientist Contract
3. Release of Joint Settlement Funds
4. Permanent Organization including Personnel & Budgets
5. Public Participation
6. Process for Permanent Executive Director
7. Habitat Protection/Lands Committee
8. Operating Procedures for Restoration Team
9. Timeline for 1992 activities
10. 1992 Damage Assessment & Restoration Activities including detailed study plan discussions

EXXON VALDEZ POST SETTLEMENT  
PROPOSED ORGANIZATIONAL BUDGET

9  
1-23-92

TRUSTEE COUNCIL

Six Members

o Saleries (1.5 days X 12 X salary = approx. \$7,K X 6)	\$42K
o Per-diem, including vehicle rental, cab fees (\$200 X 12 meetings 1st year X 6 members)	14.4
o Travel (\$500 X 12 meetings 1st year X 6 members)	36
o Public Meeting Costs - Teleconference - \$3.2/meeting, Transcripts - \$1.5/meeting, Public Notice - \$1.5/meeting, Room - \$0.5, etc. (\$7K X 12 meetings)	<u>84</u>
Total	\$176.4K

PUBLIC ADVISORY GROUP

Ten Members

o Staff Assistant	\$75K
o Staff office space Simpson Building or other location	0
o Supplies, materials, etc. (\$2K X 10 members + \$10 general expences)	30
o Per-diem, includes vehicle rental or cab expense (\$200 X 11 members and staff X 10 meetings 1st year)	22
o Travel (members plus staff = 11 X \$500 X 10 meetings 1st year)	55
o Community Meeting Costs - Teleconference, room rental, recording, ect. (10 meetings X 5K)	<u>50</u>
Total	\$232K

RESTORATION TEAM  
(RT)

Six Members

o Sex full-time FTE (\$Actual X 6)	\$---K
o Travel and Per-diem (\$25K per year ave. X 6)	<u>150</u>
Subtotal	\$---K

AGENCY DIRECT SUPPORT

ADEC	\$447.8
ADF&G	1,643.5
ADNR	308.6
DOA	202.3
DOI	* 532.0
NOAA	<u>435.3</u>
Subtotal	\$3,569.5K

NOTE: DOI's budget does not include a request for funds for the Anchorage Office of the Secretary or the Office of Environmental Affairs in this fiscal year (Federal). A supplemental budget request at a later date may be required to complete the OY cycle.

OFFICE OF THE ADMINISTRATIVE DIRECTOR  
(Staff and Support)

o Administrative Director	\$95K
o Budget Analyst (CACI price \$47K)	55
o Clerical & Administrative support for RT and RFSG (3 positions)(CACI price \$150K)	120
o Per-diem, Administrative Director, (\$200 per day X 5 days/mo X 9 mo + Interum Director's estimated travel thru May)	9 +
o Travel, Administrative Director, (\$500 X 3 trips/mo X 9 mo + Interum Director's estimated travel thru May)	13.5 +
o Other Staff travel	15
o Administrative Director Relocation Costs	30
o Space, utilities, phones, security, equipment rental and maintenance agreements, supplies, courier and postage, and other costs (This	



figure is based upon historic costs and space needs and could change significantly depending upon where business is to be conducted)

189

Subtotal

\$---K

*Planning*  
**Restoration Framework Subgroup**

- o Seven full-time FTE (\$Actuals X 7 Trustee Agencies, and EPA) \$---K
- o Salaries other Tech expertise (GIS, Natural Resource Planning, Economics, Natural Resource Technicians and Technical Writing/Editing) NOTE: these funds are to be used at the discretion of the Admin. Director to reimburse agencies or ~~CACI~~ for "significant", one month or more, ~~un~~anticipated assistance. 440
- o Travel and per-diem (\$7,000 per year ave. X 7) (It is assumed these people will be are co-located) 49

Subtotal

\$-----K

**Scientific Support**

- o Senior Scientist (4 months X  $\leq$  \$25K) includes: *4* Senior Scientist, Junior Scientist, supplies, *191* travel and per-diem and overhead. \$100K
- o Peer Reviewers

NOTE: add a list of peer reviewers, give an estimate of the time each might be expected to spend on the project and what his (Bob's) overhead would be for contract admin. Also a list of the things they might be asked to do.

500

691

Subtotal

\$600K

**Public Outreach**

- o Public Resource Center Coordinator(CACI price \$88K) 65
- o Information Specialist (2 positions) (CACI

the budget analyst?

Dave - yes

Carol - for technical support, there are no people just sitting around in agencies with nothing to do

Cordell - why is there a need for four GIS?

Mark - for efficiency, you should do the nuts and bolts GIS work here

Dave - under the restoration planning subgroup the statement should be changed to: these funds are to be used to reimburse agencies or contractors for significant anticipated assistance

Mark - money is needed to do consulting to get to a restoration plan; we need to show this as another line item

Dave - he has some concerns about natural resource planning

Mark - you need a certain number of bodies to get the actual work done; in a separate item, you need money identified for projects such as monitoring plans; examples should be given for contracting services; he would feel comfortable with \$150 to \$200K included for this

Byron - does not feel comfortable with a pot to support people who have already been identified

Tim - there is no agency program support for EPA; there should be an EPA line item

Dave - agency support should be broken into two categories

Mark - using contracts has been an effective method of doing business

Dave - should we add a \$150,000 line item to handle special contracts?

Stan - people need a small amount of money to use without jumping through Trustee Council hoops to obtain assistance; this has been used a number of times for things like the marine habitat workshop; you might not necessarily have people under technical expertise for various functions

Mark - we went through and identified areas of expertise and tried to come up with FTE equivalents to do this; this other money could be included but it would be better to have two line items

Ken - it might be included under the administrative director

Stan - the best example is development of a monitoring plan

Mark - after March 1, we must have reauthorization

Stan - if the restoration is made a programmatic EIS, more people will be needed

Mark - this could be shown as a line item under restoration planning

Ken - we need to display the cost of developing the restoration plan

Stan - the Trustees should invest in this body a certain amount of flexibility

Byron - restoration plan development support could be added

Stan - will the money only be spent on things in an annual work plan?

Cordell - it depends on how strictly you interpret using the joint fund for meaningful public participation

Stan - can we make a presentation of what is in the \$440K and what is not covered? the restoration plan was assumed to be a rather sophisticated document; the level has now been scaled down

Dave - this is deferred until Friday when more information will be available; tomorrow we will do the projects; this will be called a 12 month budget

Tim - this budget encompasses March 1 through February 28

Dave - we need to discuss agency project support; did we request having two categories, professional and technical?

Dave - we could have an attachment with agency totals and line item totals

Cordell - we could have a matrix

Jerome - this makes it more complex

Dave - does the group have a problem with it being displayed as an attachment?

Ken - Cordell's suggestion of a matrix makes more sense as you don't have them flipping pages



Jerome - an extra column being added with percentages was requested

Dave - this suggestion was not accepted as it would make the presentation too technical and problems arose in the past when too many figures were used

Cordell - Interior's overhead numbers would go down only slightly if most of their projects were canceled

Break at 4:00

Meeting reconvened at 4:15

Carol - the various options for dealing with OSPIC were reviewed

Cordell - he thought another consequence for Option 1 would be databases may deteriorate

Mark - need to state that agencies will spend more time responding to FOIA requests

Tim - none of these options are staffed properly for FOIA requests; also no costs are shown, so this column could be eliminated

Mark - there is cost involved in archiving for shipping and cataloging

Dave - the recommendation was 3a with one professional supported by the public information officer

Carol - it should be stated that the overflow duties will be picked up by the administrative director's staff if option 1 or 2 are selected

Cordell - we will still have these common duties if we have OSPIC or not

Tim - we have assumed in all these options that this non-EVOS data will be transported somewhere else; the cost of not doing this needs to be explored also

Dave - there needs to be a fourth option, OSPIC with no action

Tim - it is a reconfigured OSPIC with non-EVOS material; we need to show the cost of moving this material with the cost of keeping it; we are saying we are incurring a cost and we don't know what it is

Dave - the present staffing level is inappropriate

NWF  
IF

**RESTORATION TEAM MEETING  
JANUARY 29, 1992**

**Attendees:**

Dave Gibbons  
Tim Steele  
Marty Rutherford  
Ken Rice  
Jerome Montague  
Art Weiner  
Stan Senner  
Cordell Roy  
Carol Gorbics  
Mark Brodersen  
Byron Morris  
Mark Fraker  
Joe Sullivan  
Ernie Piper

**Agenda**

10:15 - draft agenda items 1-9

**The following items were distributed:**

Agenda for February 5-6, 1992 Trustee Council Meeting  
Exxon Valdez Post Settlement Proposed Organizational Budget  
EVOS Functional Flow Chart  
Public Resource Center  
Letter of January 28, 1992 from Bob Spies

Art - the subgroup should be consulted regarding bringing in two Interior people

Stan - he doesn't think there was approval for two Interior people at the Trustee Council meeting

Marty - it was assumed that lack of objection indicated approval

Dave - what is the issue?

Ken - is Carol authorized to come to all subgroup meetings?

Cordell - he is confused and doesn't think there is a restoration subgroup authorized; suggestion was made to put this on the agenda so that these issues can be dealt with organizationally

Art - doesn't recall voting on this, it is a very collegial atmosphere; what about people coming in as technical support staff?

Cordell - this is not acceptable to Fish and Wildlife Service

Dave - does the subgroup have any guidelines regarding support for expertise? what is the issue?

Cordell - Fish and Wildlife says they want their person at the table

Mark - the lack of objection does not mean approval; he doesn't think the issue has been resolved

Cordell - according to his direction, he cannot budget this

Ken - if it formally shows Carol on the list, why do we have to do more than that?

Mark - it should show Carol as an alternate to step in

Cordell - he doesn't know if that is acceptable to Steiglitz

Marty - is this form or function?

Carol - form; both agencies want a formal seat at the table

Cordell - the council didn't approve or object to two representatives but there is only one vote

Marty - is there an understanding that the subgroup merely provides drafts to the Restoration Team?

Carol - one problem is Fish & Wildlife sees their representation as not being what they would want; they want to be part of the formal process

Dave - the only formal representation under any subgroup is the restoration subgroup; the subgroups will be detailed; he proposes that when discussing organizational structure and the subgroup, he will say there are 7 formal members; there is concern that Mr. McVee would like an additional member on this and we need guidance on formation of this group

Joe - if you don't say what the restoration team feels, will they assume the restoration team approves?

Marty - you should speak now or hold your peace because what comes out of these meetings will be the restoration team's recommendation

Stan - on agenda items, do policy questions need to be flagged with detailed study plans?

Dave - he would like to lay out an approach for presentation to



the Trustee Council for issues such as policy questions

Mark - will there be a briefing document prepared prior to the Trustee Council meeting?

Dave - yes, it will be faxed to them this weekend

Mark - can the team review this document in advance?

Dave - yes, then the document will go to the council by Monday

Tim - some details of what is actually approved on projects may have to wait awhile; if the budget is approved, we can go forward

Marty - this could be divided into process and amount

Cordell - is there anywhere in the agenda to discuss the public portion of meetings

Dave - this is another topic for discussion which has not been thought through; the following recommendations will be carried to the Trustee Council:

1. Name Change - the name change recommended is The Restoration Team
2. Chief Scientist - Tillery and O'Connor have agreed to an 8 month extension but money is only authorized for expenditures; it is proposed to have Spies bill them monthly and if the council authorizes no more money, then work will stop

Tim - he has been told that Cole has agreed to this; whatever work Spies is authorized to do is what he will do

Cordell - is there any notion of what our projected use of Spies will be?

Tim - we know we will need him through the next four months; the unknown buyout is not a factor

Jerome - how long do we need a chief scientist? he would like a recommendation; the need for peer review arose from being under a gag order and we were dealing with things beyond pure scientific process; once the gag order is lifted and given some transition period, it could go to a journal review process

Cordell - can we reduce the flack factor by having O'Connor or Tillery present the chief scientist issue

Dave - it is proposed that Craig Tillery will make this presentation

Tim - we need to get a handle on the authorization part; a proposal was made that the team prepare authorization instructions

Marty - the restoration team will provide direction on what is needed

Mark - we will provide authorization to Bob Spies starting February 9; so on the 7th we need to outline what he will do

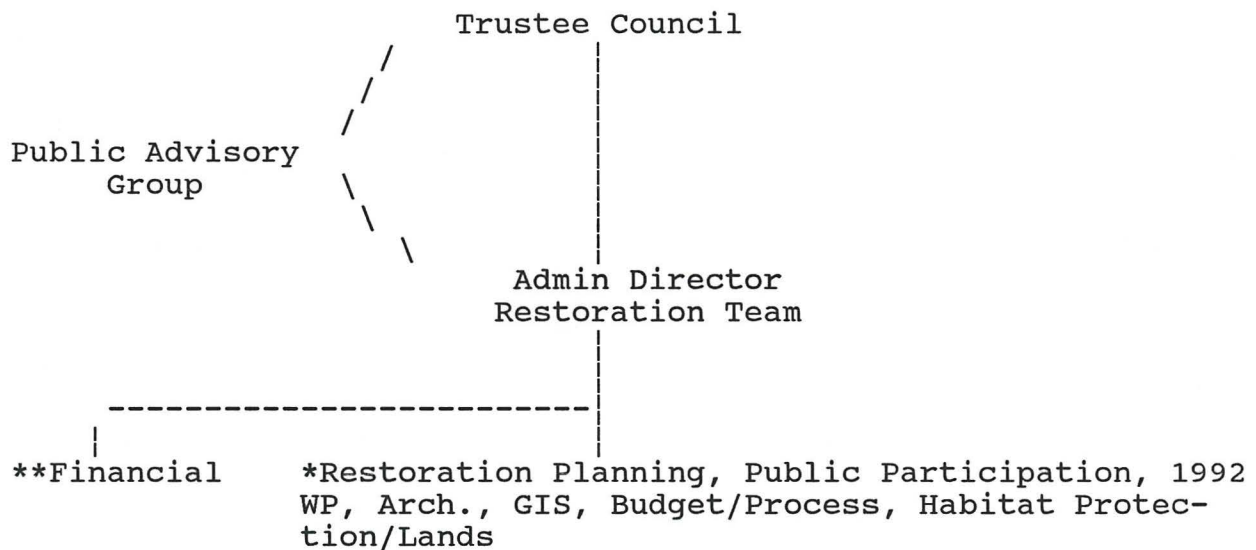
Marty - the state management team has been requested on the 7th for a meeting

Dave - the issue of joint settlement funds has been moved to the end; permanent organization will be discussed after lunch

Meeting adjourned at 11:45

Meeting reconvened at 12:30

Dave - revisions were made to the EVOS Functional Flow Chart



\*Groups will be formed and disbanded as appropriate

\*\*Does not include audit function. RT will develop a proposal for combined state/federal audit

Mark - what is meant by the financial group?

Dave - this group takes care of payments and leases

Marty - an independent yearly audit is needed, both internally and in the agencies

Mark - we are talking about day-to-day fiscal

Ken - agencies already have their own budget tracking set up

Marty - a financial audit as well as a procedural audit are needed

Cordell - the financial committee tries to figure out how to get money to us; the budget and process committee does not have the power to perform a financial function

Tim - the RT is dealing with how to spend the money; the financial group is dealing with how to get the money

Mark - he does not want us to do a budget and then it goes to the financial group

Dave - we should petition the court for each agency

Dave - the organization package was discussed; agency support programs should be put towards the end; the Trustee Council and Public Advisory Group presentations should be put on different pages

The order for the organizational budget is as follows:

- Page 1. Trustee Council  
2. Office of Administrative Director  
    A. Staff Support  
    B. Public Outreach  
    C. Science  
3. RT and Restoration Subgroup  
4. Program Support  
5. Work Plan

Dave - all administrative costs should be in one place

Mark - should eliminate the Trustee Council's salaries under the budget and just leave their travel

Dave - Trustee Council salaries and per diem should be left in and travel moved under administrative director



Ken - the public advisory group should be a subcomponent of a public outreach program

Dave - it needs to be separate

Dave - we need some details under supplies

Tim - we wanted to give some reasonable amount of support for example teleconferencing, postage, xeroxing, reproduction, etc.

Jerome - what is meant by staff assistant under public advisory group?

Dave - this person attends RT meetings

Marty - what about staff coordinator?

Stan - coordinator/liaison/representative summarizes the position

Tim - the administrative director's per diem shows 3 months of Dave's actual per diem plus 9 months of guesstimation

Carol - we should just put per diem without the explanation

Dave - this salary represents a range 15, level 26

Ken - what are the clerical/admin positions?

Tim - they are admin assistant, restoration subgroup and receptionist

Tim - other staff travel is for staff traveling to take notes or other duties

Tim - space and utilities includes the fourth floor only

Cordell - McVee stated we should have our nominal space requirements listed

Tim - whose standards should be used? GSA?

Dave - the administrative director would be on the fourth floor

Jerome - who decided the admin director would be here?

Ken - it was agreed upon for the short term

Mark - co-housing the administrative director and restoration group allows the director's staff to be accessible to both

Mark - the administrative director logically needs to be in Anchorage

Marty - she would fight moving the director to Juneau because the people most affected are closer to Anchorage

Jerome - he thinks \$500K is too much for peer review under the scientific support

Tim - there will be a presentation on this

Ken - why is there \$191,000 for the Senior Scientist?

Dave - this can be reviewed tomorrow when we get the actuals

Tim - this is for 8 months of authorized work for Spies

Dave - we agreed to a public resource center coordinator (GS 12) and 1.5 information specialist (GS 12); the proposal is to keep the whole fourth floor and half of the first floor; there will be one person to assist in running the information center

Cordell - he thought developing an alternative for OSPIC would be as a temporary holding facility; also he felt we need two whole floors for potential expansion

Dave - should we line item additional space for the first floor?

Cordell - McVee has never seen the need for more than one floor

Dave - we need to decide if we want to present the entire first floor

Mark - what is the cost for the remainder of the first floor

Tim - roughly \$36,000

Byron - the administrative director should be on the first floor

Dave - someone needs to develop a justification for the entire first floor for meetings of the Trustee Council, public advisory group, subgroups, restoration team, and NEPA scoping

Tim - savings were calculated if we buy teleconferencing equipment as opposed to renting (\$2,000); \$6,000 will be saved from having Trustee Council meetings here; \$5,000 could be saved if community meetings were held on the first floor

Dave - all office space has been identified and we can keep this conference room as is

Cordell - if the first floor is deleted there will be meeting costs increases; the cost for the entire first floor is \$179,000

Byron - in terms of support, there was an extra person; is that